



**SNAS**

**SLOVAK NATIONAL ACCREDITATION SERVICE**  
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Copy No.:

**Decision of the Director**  
**RR-P8**

**SNAS POLICY ON ACCREDITATION OF  
CERTIFICATION BODIES**

Approved by: **Ing. Jozef Obernauer**  
Director

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signature

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**PURPOSE:**

**This prescription delineates SNAS policy on bodies certifying management systems, products certifying bodies and bodies certifying persons.**

Drafted by: **Ing. Renáta Kuřková**

Date: **August 17, 2009**

Examined by: **Ing. Jozef Obernauer**

By coming into force of this RR expired the validity of RR-P5 of August 20, 2007. RR-P6 of July 15, 2004. RR-P20 of August 15, 2006, RR-P21 of August 15, 2006, RR-P22 of August 15, 2006..

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## **1 SNAS POLICY ON ACCREDITATION OF BODIES CERTIFYING MANAGEMENT SYSTEMS**

- 1.1 Accrediting bodies certifying management systems, SNAS assesses and confirms proficiency of an organization to perform certification of management systems according to relevant Standards or normative documents. Certification of management system by accredited certification body gives a guarantee that an organization showing this certification has implemented an effective management system in compliance with requirements delineated in relevant Standard; this enable organization to provide products or services meeting needs and expectations of a client as well as requirements of relevant legal regulations.
- 1.2 Results of bodies certifying management quality systems and environmental management systems accredited by SNAS are recognized in all over the world based on multilateral agreements on mutual recognition signed between SNAS and EA (European co-operation for Accreditation) – EA MLA (Multilateral Agreement) and between SNAS and IAF (International Accreditation Forum) – IAF MLA (Multilateral Agreement).
- 1.3 In the field of bodies certifying management systems, SNAS accredits bodies certifying quality management systems, systems for ensuring quality according to NATO requirements, quality management systems for welding, sustainable forest certification scheme, quality management systems for medical devices, environmental management systems, occupational health & safety management systems, information safety management systems and food safety management systems.
- 1.4 Accrediting bodies certifying management systems, SNAS assesses meeting of provisions of ISO/IEC 17021:2006 Standard – Conformity Assessment. Requirements for Bodies Performing Audit and Management Systems Certification. Requirements of the Standard ISO/IEC 17021 bodies certifying management systems seeking confirmation of proficiency to perform management systems certification should meet in compliance with relevant IAF, EA documents, in international standards or generally valid documents of international organizations as well as in methodological guidelines for accreditation issued by SNAS.
- 1.5 A part of assessment of applicant for accreditation in this field are also witness assessments carried out by observation of body certifying management systems during applicant's certification performance. Condition for accreditation granting is accomplishment of at least one witness assessment. Number of further witness assessment needed depends on scope of required accreditation.
- 1.6 After granting accreditation SNAS performs yearly planned surveillance over accredited certification bodies certifying management systems; during accreditation certificate validity verifies whether the certification body permanently meets all accreditation requirements related to its accredited activities.

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- 1.7 All mentioned principles related to accreditation apply for accreditation of bodies certifying management systems, however for re-accreditation information on accredited certification body certifying management systems from previous accreditation cycle are taken into account.
- 1.8 SNAS performs accreditation extension of bodies certifying management systems analogously to accreditation principles. Accreditation extension can concern new activities within already accreditation scope or new accreditation field of the certification body certifying management systems.
- 1.9 Irregular surveillance over accredited body certifying management systems is performed proportionally to the incentive, flexibly, in the shortest time possible after incentive was given, at the date fixed by a client if the incentive originates from the client or fixed by SNAS if the surveillance is performed from SNAS or a third party incentive. In case of need SNAS which initiated the surveillance can the incentive scope flexibly extend.

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## **2 SNAS POLICY ON ACCREDITATION OF PRODUCTS CERTIFYING BODIES**

- 2.1 Accrediting products certifying bodies SNAS assesses and confirms organization's competence to perform products certification as a third party certifying conformity of product properties with technical specification. A certificate confirms meeting requirements for a product stipulated by relevant technical specification.
- 2.2 Results of products certifying bodies accredited by SNAS are recognized in all over the world based on multilateral agreements on mutual recognition signed between SNAS and EA (European co-operation for Accreditation) – EA MLA (Multilateral Agreement) and between SNAS and IAF (International Accreditation Forum) – IAF MLA (Multilateral Agreement).
- 2.3 According to ISO/IEC 17000:2004 Conformity Assessment – Vocabulary and General Principles, SNAS classifies products in four categories: services, material products, non-material products and modified materials.
- 2.4 Accrediting products certifying bodies, SNAS assesses meeting of provisions of ISO/IEC Guide 65:1996 (EN 45011) General Requirements for Bodies Operating Products Certifying Bodies. Requirements of ISO/IEC Guide 65:1996 (EN 45011) should be met by products certifying bodies as it is specified in relevant IAF, EA documents, in international Standards or in generally valid documents of international organizations as well as in methodological guidances issued by SNAS.
- 2.5 SNAS strictly requires products certifying body to meet requirements of the third party related to producers products of which certifies as well as to those parties which participate in development, design of the product, or by other services.
- 2.6 SNAS requires of products certifying body to have specified, in its accreditation scope, besides product names, standards and regulations against which assesses conformity, also certification schemes or modules and procedures which applies during its accreditation activity.
- 2.7 If a certification body applies more certification schemes for a given kind of products, it must not deny right to producer of a product submitted for certification to choose certification scheme or module which he requires to be applied for product's certification.
- 2.8 SNAS assesses and accredits products certifying bodies for performance of certification of products in both regulated and unregulated sphere. When accrediting products certifying bodies classified into unregulated sphere, SNAS requires that certification schemes applied for certification of a given kind of products were consistently in line with requirements of relevant EC Directive or requirements of relevant government decree and modular conception of products certification.

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- 2.9 A part of assessment of applicant for accreditation in this field are also witness assessments carried out by observation of its performance in his site or by observing products certifying body when performs products certification.
- 2.10 After granting accreditation, SNAS performs yearly planned surveillance over accredited products certifying bodies; during accreditation certificate validity verifies whether the certification body permanently meets all accreditation requirements related to its accredited activities.
- 2.11 All mentioned principles related to accreditation apply for accreditation of products certifying bodies, however for re-accreditation information on accredited products certifying body from previous accreditation cycle are taken into account.
- 2.12 SNAS performs accreditation extension of products certifying bodies analogously to accreditation principles. Accreditation extension can concern new activities within already accredited accreditation scope or new accreditation field of the products certifying body.
- 2.13 Irregular surveillance over accredited products certifying body is performed proportionally to the incentive, flexibly, in the shortest time possible after incentive was given, at the date fixed by a client if the incentive originates from the client or fixed by SNAS if the surveillance is performed from SNAS or a third party incentive. In case of need SNAS which initiated the surveillance can the incentive scope flexibly extend.

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### **3 SNAS POLICY ON ACCREDITATION OF PERSONS CERTIFYING BODIES**

- 3.1 Accrediting persons certifying bodies SNAS assesses and confirms organization's competence to perform persons certification according to requirements defined in certification schemes. Certification as such consists in verification of conformity of technical competence of persons with specified requirements.
- 3.2 Results of persons certifying bodies accredited by SNAS are recognized in Europe based on multilateral agreements on mutual recognition signed between SNAS and EA (European co-operation for Accreditation) – EA MLA (Multilateral Agreement).
- 3.3 Accrediting persons certifying bodies, SNAS assesses meeting provisions of ISO/IEC 17024 Conformity Assessment. General Requirements for Bodies Performing Persons Certification. Requirements of ISO/IEC 17024:3003 should be met by persons certifying bodies as it is specified in relevant IAF, EA documents, in international Standards or in generally valid documents of international organizations as well as in methodological guidances issued by SNAS.
- 3.4 SNAS requires of persons certifying body to have specified, in its accreditation scope, besides certification field, type/category of activity, standards and regulations against it assesses conformity also certification schemes and certification procedures. Applied certification procedures should be in line with SNAS policy on Acceptation of Certification Scheme in the Field of Persons Certifying Bodies.
- 3.5 A part of assessment of applicant for accreditation in this field are also witness assessments carried out by observation of its performance in his site or by observing persons certifying body when performs persons certification.
- 3.6 After granting accreditation, SNAS performs yearly planned surveillance over accredited persons certifying bodies; during accreditation certificate validity verifies whether the certification body permanently meets all accreditation requirements related to its accredited activities.
- 3.7 All mentioned principles related to accreditation apply for accreditation of persons certifying bodies, however for re-accreditation information on accredited persons certifying body from previous accreditation cycle are taken into account.
- 3.8 SNAS performs accreditation extension of persons certifying bodies analogously to accreditation principles. Accreditation extension can concern new activities within already accredited accreditation scope or new accreditation field of the persons certifying body.
- 3.9 Irregular surveillance over accredited persons certifying body is performed proportionally to the incentive, flexibly, in shortest time possible after incentive was given, at the date fixed by a client if the incentive originates from the client or fixed by SNAS if the

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surveillance is performed from SNAS or a third party incentive. In case of need SNAS which initiated the surveillance can the incentive scope flexibly extend.

#### **4 RELATED DOCUMENTS**

ISO/IEC 17011: General Requirement for Accreditation Bodies Accrediting CABs

SNAS QM

IP-2 Assessment Preparation and Management

MSA-CS/X

MSA-CP/X

MSA-CO/X

MSA-04

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